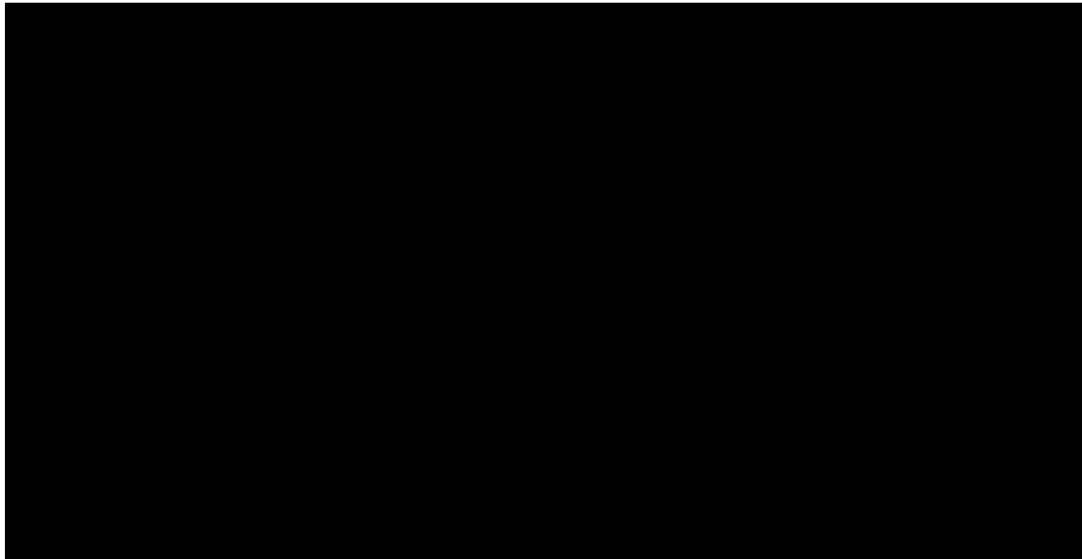


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12 OCT 1973

MEMORANDUM FOR: Deputy Director for Management and Services**SUBJECT : Office of Personnel Report -- Week Ending
12 October 1973**

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2. New Officer for IC Staff: [REDACTED] will enter on duty on 15 October as a GS-18 in the Intelligence Community Staff and will attend our regular day-and-a-half Entrance On Duty orientation session.

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3. Military Fair: [REDACTED]

25X1A [REDACTED] recruiters, reported on their participation in the Military Job Fair at San Antonio, October 4-6. Much smaller than previous programs held locally at Crystal City, they briefly interviewed some 125 men and women leaving service (many retirees). They gave applications to nine.

4. Co-Op Trips Cancelled: Trips to Drexel and Rochester Institute of Technology, both scheduled for this week, had to be cancelled because these schools had no co-ops available for interviews. The problem is the sharp drop in enrollments in engineering, math and physics. The schools have promised to give

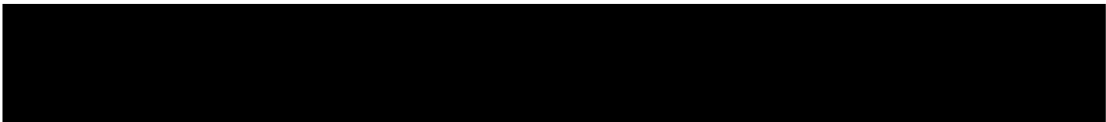
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the Agency top priority for co-ops available for the summer work period. Hopefully, some of the shortfall will be made up in visits to VPI, scheduled for 25 and 26 October, and the University of Louisville, scheduled for 30 October. Also the Dean of the College of Pure and Applied Science, Northeast Louisiana University yesterday invited the Agency to participate in their Co-Op Program. Majors of interest to us at this institution include Chemistry, Computer Science, Math and Physics.

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5. Consolidation: Our Military Personnel Branch reports that the European Division has established an effective date of 1 November 1973 for the consolidation of two of its functions in




6. Retirements: Our Retirement Affairs Division has noticed this week an almost total decline in requests for information about the cost-of-living increase. We shall probably find that this will pick up once the next reading is released by the Bureau of Labor Statistics.

7. Position Management:

a. In the survey of NPIC, auditing has been completed in the Research and Reference Division.

b. The OTS survey report has been completed in draft form and statistical data relating to proposed and recommended position structure are being developed.

8. Health Insurance: The 1974 health insurance premiums of the Federal Employees Health Benefits Program were released by the Civil Service Commission on 4 October 1973. This enabled us to complete the drafting of the HN  regarding the November Open Season.

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-2-

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Coming Events

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1. [REDACTED] our Coordinator for Cooperative Programs will visit Mississippi State University on 15 and 16 October and to Grambling College on 17 and 18 October.

2. The EAA October Fair will be held the week of 23 October.

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3. Next week, Chief, Contract Personnel Division, in conjunction with O/PPB, will be preparing a study on part-time and intermittent contract employees overseas similar to that which has been completed for those in Headquarters and [REDACTED] Field. The purpose of this study is to determine the feasibility of modifying the present one-for-one ceiling count for those employees in the part-time category.

4. Work will continue on the surveys of OTS, OSR, NPIC, USIB, OS, OLC, and IRS.

5. We will continue our Personnel Approaches Study Group work.

Signed: John F. Blake

John F. Blake
Director of Personnel

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